



DOCUMENT CHECKLIST FOR A STUDY PERMIT

This document checklist is one of the forms that you need to submit with your application.

Consult the [Instruction Guide \(IMM 5269\)](#) to find out if you are required to provide some or all of the forms and documents listed in this checklist.

You will need different forms depending on how you're applying and where you're applying from. Please refer to the specific instructions from the responsible [visa office](#) for your region to ensure you submit a complete application.

If your documents are in a language other than English or French, check with the responsible visa office for your region to determine whether they need to be translated.

If any of the required documents listed below are missing, the processing of your application could be delayed.

Gather your documents in order of the checklist and check each item.

I have enclosed the following items:

	FORMS LIST: The following IRCC forms must be completed, signed, and dated.	<input type="checkbox"/>
1	<i>Application for Study Permit made Outside of Canada (IMM 1294).</i> Note: If this application form is completed on a computer, it must be validated to generate a barcode page . If you apply on paper, print and place the barcode page (page 5 of 5) on the top of your application (or if applying as a group, each individual application package).	<input type="checkbox"/>
2	<i>Family Information (IMM 5707)</i> Note: Must be completed by those 18 years of age or older or a minor travelling alone to Canada.	<input type="checkbox"/>
3	<i>Statutory Declaration of Common-law Union (IMM 5409), if applicable</i> Note: Refer to the responsible visa office for your region.	<input type="checkbox"/>
4	<i>Use of a Representative (IMM 5476), if applicable</i> Note: Complete this form only if you are using the services of an authorized representative, or if you are appointing or cancelling a representative.	<input type="checkbox"/>
5	<i>Authority to Release Personal Information to a Designated Individual (IMM 5475), if applicable</i> Note: Complete this form only if you authorize Immigration, Refugees and Citizenship Canada (IRCC) and the Canada Border Services Agency (CBSA) to release information from your case file to someone other than yourself.	<input type="checkbox"/>
6	<i>Custodianship Declaration - Custodian for Minors Studying in Canada (IMM 5646), if applicable</i> Note: Must be completed if the minor studying in Canada is less than 17 years old.	<input type="checkbox"/>
	DOCUMENTS LIST:	<input type="checkbox"/>
1	Fee payment in an acceptable format. Include the application processing fee and any other applicable fees, such as the biometric fee. Verify acceptable methods of payment with the visa office or Visa Application Centre (VAC) responsible for your region. Note: Visa offices do not accept payments receipts from Canadian banks.	<input type="checkbox"/>
2	A Photocopy of the information page of your valid passport or travel document which includes: <ul style="list-style-type: none"> • The passport number, • The issuance and expiry dates, • Your photo, name, date and place of birth. Note: If you require a Temporary Resident Visa (TRV) and your study permit application is approved, you will need to provide your original passport for the visa counterfoil to be issued. Refer to the responsible visa office for your region.	<input type="checkbox"/>
3	Two photos meeting the requirements of the Visa application photograph specifications . On the back of two photos, write your name and date of birth. Note: If you are required to provide biometric fingerprints and photo , you are not required to include paper photos with your application.	<input type="checkbox"/>

	DOCUMENTS LIST (CONTINUED):	<input type="checkbox"/>
4	Letter of acceptance from where you intend to study (including, but not limited to, Designated Learning Institutions). Note: Must be issued by the Canadian institution (e.g. school board, school district, University, etc.) on official letterhead, show the exact amount of tuition fees you are required to pay, the anticipated starting and finishing dates, and the date by which you need to register.	<input type="checkbox"/>
5	If studying in the province of Québec, provide the MIFI's (Ministère de l'Immigration, de la Francisation et de l'Intégration) attestation of issuance of your " <i>Québec Acceptance Certificate</i> " (CAQ) letter.	<input type="checkbox"/>
6	Proof of financial support <ul style="list-style-type: none"> • If the duration of your studies in Canada will be less than a year, proof of financial support for the duration of your studies in Canada. • If the duration of your studies in Canada will be more than one year, proof of financial support for the first year of your studies in Canada. 	<input type="checkbox"/>
7	Photocopy of your Marriage license/Certificate, if applicable Note: Refer to the responsible visa office for your region.	<input type="checkbox"/>
8	Any additional documents required by the responsible visa office. Note: Refer to the responsible visa office for your region.	<input type="checkbox"/>